

Administration Committee

2009-10-14 10:15:00.0

Or immediately following the 9:30 a.m. BATA Oversight Committee Meeting, whichever occurs later.

Joseph P. Bort MetroCenter Lawrence D. Dahms Auditorium 101 Eighth Street Oakland, California

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

This agenda was updated 2009-10-08 12:03:12.0. It is accurate to the best of our knowledge at that time.

For assistance, please contact Kimberly Ward, kward@mtc.ca.gov, (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

Chair

Tom Bates

Vice Chair

Dave Cortese

Members

Chris Daly Bill Dodd
Federal Glover Steve
Kinsey Bijan Sartipi**

Ex Officio

Scott Haggerty***
Adrienne Tissier***

Ad Hoc

All Other
Commissioners

Staff Liaison

Steve Heminger

Roll Call

1.

Action: Confirm Quorum

Consent

2.

Action: Committee Approval

Minutes - September 9, 2009*

a)

- [02a Admin Minutes September 2009.pdf](#)

Contract - Design and Production Services for Transactions Newsletter,

b) MTC/BATA Annual Report and other projects in FY 2009-10*(\$250,000)

Presented by: Brenda Kahn

- [02b Design and Production Services.pdf](#)

i.) **Finger Design Associates, Oakland, CA* (\$150,000)**

ii.) **Approve list of qualified firms (Total NTE \$100,000)**

*** Patricia Bruning Design, Berkeley, CA**

*** L Studio, Sausalito, CA**

*** Traverso Santa Design, Piedmont, CA**

*** Visual Strategies, San Francisco, CA**

Purchase Order - Newspaper and Legal Notice Advertising Services*

c) **Presented by: Ann Macaulay**

- [02c Newspaper and Legal Notices Advertising Services Macaulay.pdf](#)

i) **California Newspaper Services Bureau a division of Daily Journal Corporation (\$32,500)**

ii) **AC AdClub Advertising Services (\$32,500)**

Contract - MTC StreetSaver Software Development, Maintenance & Support Services: DevMecca.com* (\$475,000)

d) **Presented by: Sui Tan**

- [02d StreetSaver Software Development Services Tan.pdf](#)

Contract - Regional Measure 2 Project Monitoring Program - Consultant: TYLIN International* (\$800,000)

e) **Presented by: Shruti Hari**

Action: Commission Approval

- [02e Regional Measure 2 Project Monitoring Program Consultant.pdf](#)

Contract - Transit Performance Monitoring Program for FY 2009-10 through FY 20011-12: Mundle & Associates, Inc.* (\$650,000)

f) **Presented by: Christina Verdin**

- [02f Transit Performance Monitoring Program.pdf](#)

Monthly Financial Statements*

g) **Presented by: Eva Sun**

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- [02g Monthly Financial Statement August 2009 E. Sun.pdf](#)

Investment Report for August 2009*

h) Presented by: Sue Woo

- [02h Investment Report.pdf](#)

Contract - OPEB Advisory/Administrator Services, Resolution No. 3912*

Presented by: Brian Mayhew

3. Action: Commiission Approval

- [03 PARS for OPEB Advisory.pdf](#)

- [03 tmp-3912.pdf](#)

i) Public Agency Retirement Services (PARS)

ii) Pre-qualified list: Public Financial Management Group and Keenan

Contract Amendment - Legislative Representation in Sacramento: Carter, Wetch and Associates* (\$223,200)

4. Presented by: Randy Rentschler

Action: Committee Approval

- [04 Legislative Representation Sacramento.pdf](#)

Legal Services Contract - Special CEQA Counsel: Remy, Thomas, Moose, and Manley, LLP* (\$500,000)

5. Presented by: Francis Chin

Action: Committee Approval

- [05 CEQA EIR Special Counsel-Remy Thomas.pdf](#)

Other Business/Public Comment

6.

Action: Information

7. Next Meeting/Adjournment

Next meeting

2009-11-04 13:45:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

*Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

**All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are Subject to change by the Committee.

***The MTC chair and vice-chair are ex-officio voting members of all standing committees. A quorum of this committee shall be a majority of its regular non-ex-officio voting members (4) +Non-Voting member.

Every member of the Commission who is not otherwise designated as a member of this committee is an ad hoc non-voting member. Although a quorum of the Commission may be in attendance at this meeting, the committee may take action only on those matters delegated to it. The committee may not take any action as the full Commission unless this meeting has been previously noticed as a Commission meeting.

The vote of an ex-officio member shall count to satisfy a committee quorum if there are not sufficient regular members of the Committee in attendance. In addition, an ad hoc non-voting committee member may be designated by the committee chairperson as a voting member for this particular committee meeting if an additional voting member is needed for a committee quorum.

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing a request-to-speak card (available from staff) and passing it to the committee secretary or chairperson. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Record of Meeting: MTC meetings are tape-recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audio casts are maintained on MTC's Web site for public review for at least one month.

Sign Language Interpreter or Reader: If requested three (3) working days in advance, sign language interpreter or reader will be provided; for information on getting written materials in alternate formats call 510/817-5757.

Transit Access to the MetroCenter: BART to Lake Merritt Station. AC Transit buses: #11 from Piedmont or Montclair; #59A from Montclair; #62 from East or West Oakland; #35X from Alameda; #36X from Hayward.

Parking at the MetroCenter: Metered parking is available on the street. No public parking is

provided at the MetroCenter. Spaces reserved for Commissioners are for the use of their stickered vehicles only; all other vehicles will be towed away.